

**Executive Council Meeting Agenda**  
**4:30pm Eastern**  
**Oct 13, 2021**

**Libbie Mill Library Large Meeting Room**  
**2100 Libbie Lake E St**  
**Richmond, VA 23230**

**EC Roll Call:** Eric Lin, Mel Borja, Dijbril Niang and Kate Ayers

**ONA Staff:** Grace Reynolds (via electronic participation)

**Absent:** None

Topic	Discussion	Decisions / Actions
Eric	Welcome/Intro	Grace Reynolds will participate via electronic participation due to a COVID exposure.  4:44: public comment period- no one present
Kate	Roll Call	
Mona/Grace	Administration Update	Grace: Grace and Mona have been working on a project to provide a few different types of support for asylum seekers (funding trauma evaluations) and providing funding to fund habeas corpus petitions (when someone has been detained for so long it violates human rights). This would be funding from the State Innovation Fund.
All	Updates:	Eric: Executive Leadership Team on Immigrant Integration Townhall- It was recorded. It was unclear who the players will be and there did not seem to be a mandate on the time or outcomes.  Eric: Had a meeting with Dr. Liebert for the VCU

		<p>study. Kate met with Dr. Rissler and Mel has an appointment with Liebert, too. Grace noted that they are booked with appointments but may do another round of interviews.</p> <p>Phase 1- immigrant serving organizations and GIS mapping on November 15th Phase 2- schools, immigrant organizations, and other stakeholders</p> <p>Eric shared Welcome.us. There is a list of state coordinators connected to this org. VA is listed, but Grace is going to try to find out who the state coordinator is for this organization. We should consider researching this and connecting with other Office of New Americans. We can learn best practices from them.</p>
All	General Meeting Debrief	<p>Eric: What are the general thoughts?</p> <p>Mel- The general subcommittees went really well before the meeting. Everyone agreed.</p> <p>Lunch- We could explore having lunch brought in, but Grace and Eric will work on finding the right procedure to get funding for this. We could also have it catered by immigrant owned businesses.</p> <p>We need to follow up with subcommittees to find out their work plan and timeline.</p> <ul style="list-style-type: none"> <li>• Action plans + EC will need to do check-ins with them for accountability</li> </ul> <p><b>Grace and Eric will reach out to Dora to check in on her, and let her know about the attendance policy.</b></p> <p>We do not have any official business cards or logos.</p>

		<p>Mel- The end of the meeting was rushed. We may need to add more time in the next meeting to allow for feedback because people won't have always read the report ahead of time.</p> <p>Eric: In the future, if we want to consider writing a letter to the governor, we need to ask to have a draft of this letter the Monday before the meeting.</p> <p>Ideal for general procedure: We need to set up a procedure where people submit their ideas 48 hours before the meeting. We could also have more time in the MISC so that we can ensure to have time to address any upcoming issues.</p> <p>The important thing we must do is to build into the culture of always exploring issues outside of the report time. Committees need to be exploring 4-5 issues, even if a couple of them make it into the report.</p> <p><b>Mel will make a template for the work plan to help committees draft the board report for next year.</b></p>
EC	<p>Meeting Follow Up</p> <ul style="list-style-type: none"> <li>o Annual Report</li> <li>o Recommendations Follow Up <ul style="list-style-type: none"> <li>▪ Governor Briefing</li> <li>▪ ONA Briefing</li> <li>▪ Legislator Briefing</li> </ul> </li> </ul>	<p>Annual report next steps:</p> <ul style="list-style-type: none"> <li>• Grace sends to DSS</li> <li>• Mona sends to governor's office</li> <li>• Eric will upload it to DLAS and we will send it to Hashmi and Tran-- We can see if they want a briefing. If we do this, we may have to consider FOIA</li> <li>• Eric asked for a briefing meeting with ONA</li> <li>• Eric will verify that the report can be shared publicly.</li> </ul>
Eric	<p>2022 Tactical Plan</p> <p>Post Election</p>	<p>Post Election</p>

	<p>Legislative Session</p> <p>Strategic Plan Alignment</p>	<p>Legislative Session</p> <p>If anyone is carrying legislation based on our recommendations, we will need to advocate and lobby for the changes. Once the legislation comes out, we will know how to get involved. (which we will know by the end of November),</p> <p>Strategic Plan Alignment</p> <p>We will need to work with Mona and SEyoum to flesh it out more so that we can figure out where to focus our work. We will also need to know this so that we can build a budget to support it. Eric will check with Mona about where they are in the planning.</p> <p>We need to follow up on the Executive Leadership team on immigrant integration to find out what it is going to be doing. It may not survive in the next administration so we need to find out what is going on.</p>
EC	Meetings Focus	<p>Jan 12-- Talking about legislation and/or VCU need assessment presentation. We can focus on Economic Opportunity (Eric will work with Djibril to get going)</p> <p>April 6 -- intergovernmental + language leads</p> <p>July 13 --data and access to services + Welcoming Week+ Committees will present recommendations that they will share in the board.</p> <p>October 5 --Report, Elections + What the regions did in Welcome Week</p> <p>We could have each committee be in charge of presenting at each meeting. We could also invite agencies connected to those committees to speak.</p> <p>The EC needs to stay connected to committees to ensure that work is getting done.</p>

Eric	<p>Additional Ideas – to be discussed as time allows</p> <p>Narrative Campaign</p> <p>Community Mapping</p> <p>Virginia Humanities Grant (photo chronicle)</p> <p>Procurement Guidelines</p>	<p>Give some guidance to the board members around shaping the narrative. If we have some sort of template or talking points so we can have consistency.</p> <p><b>Mel: Communications - external. Will share the submission form at the the next EC meeting</b></p> <p><b>Kate: Maybe we could create a google form so that members can submit events that they participate in. Kate will create this form to share in Monday's meeting.</b></p>
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